

**MADERA COUNTY**  
**AUTOMOTIVE TECHNICIAN**

**DEFINITION**

Under general supervision, to perform a variety of skilled inspection, diagnosis, maintenance, servicing and repair work on automotive and emergency equipment; and to perform related work as required.

**SUPERVISION EXERCISED**

Exercises no supervision.

**DISTINGUISHING CHARACTERISTICS**

This is the journey level in the Automotive Technician class series. Positions at this level are expected to skillfully operate a variety of machinery and diagnostic equipment as well as perform the full range of maintenance assignments, working independently and exercising judgment and initiative. Positions receive only occasional instruction or assistance as new or unusual situations arise.

**EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES**

Inspects, locates, and diagnoses mechanical defects on County automotive and emergency equipment; determines the extent of necessary repairs; overhauls, repairs, and adjusts transmissions, differentials, clutches, and engines; performs engine tune-ups, replacing ignition parts and cleaning and adjusting carburetors and fuel injection systems; replaces or repairs faulty parts including wheel bearings, oil seals, shock absorbers, exhaust systems, steering mechanisms, emission control systems, computer control systems, and other parts and equipment; repairs and replaces components, including alternators, distributors, relays, lights, and switches; performs front-end repairs; repairs and replaces water pumps and air conditioner compressors; diagnoses and repairs batteries and charging systems; performs complete brake service to brake shoes and pads, cylinders, calipers, drums, and rotors including anti-lock brake systems; performs welding work to adapt and fabricate parts and equipment; installs emergency warning equipment and radios; designs, fabricates, and installs complete wiring looms; maintains records on time and material used; road tests repaired equipment; installs emergency warning equipment and radios; repairs, replaces, and balances tires; performs related mechanical boat repairs; performs smog inspections on all County vehicles.

**OTHER JOB RELATED DUTIES**

Performs related duties and responsibilities as assigned.

**JOB RELATED AND ESSENTIAL QUALIFICATIONS**

**Knowledge of:**

Methods, tools, material, and equipment used in automotive and equipment servicing and repair.  
Principles and methods of gas and electrical welding.  
Operation and care of internal combustion engines and components.  
Principles and methods of preventive maintenance programs.  
Safe work practices.

**Skill to:**

Skillfully operate a variety of vehicles, equipment, and hand and power tools in automotive and emergency equipment inspection, testing, and repair work.  
Operate computerized diagnostic equipment.  
Operate a motor vehicle safely.

**Ability to:**

Inspect automotive and emergency equipment to locate mechanical defects.  
Diagnose mechanical problems and determine corrective procedures.  
Estimate time and materials needed for repair work.  
Perform electrical and gas welding.  
Understand and carry out oral and written directions.  
Communicate clearly and concisely, both orally and in writing.  
Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**

*Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:*

**Experience:**

Two years of responsible experience performing skilled maintenance and repair work on automotive equipment.

**Training:**

Equivalent to the completion of the twelfth grade supplemented by specialized training in automotive and mechanical repair principles and practices.

**License or Certificate:**

Some assignments may require possession of an appropriate California Smog Inspection License issued by the Bureau of Automotive Repair.  
Possession of, or ability to obtain, an appropriate Refrigerant Recovery and Recycling Certificate.  
Possession of, or ability to obtain, an appropriate, valid California driver's license.

**Special Requirements:**

*Essential duties require the following physical skills and work environment:*

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, climb, and lift 60 lbs.; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, explosive materials, mechanical hazards, and electrical hazards; ability to travel to different sites and locations.

**Effective Date:** April, 2003